

MINUTES

Strategic Planning Committee

Meeting: Monday, July 22, 2019, 4:00 PM

Location: Small Meeting Room

Present: Arthur Autorino; Joanna Buffington; Mary Shaw; Karen Strauss; Scott Kerry (arrived 4:37 PM); Paul Lagg; Jennifer Goldson, JM Goldson (Remotely); Jacqui Beebe, Town Administrator

Not Present: Martin McDonald; Brian Ridgeway; Benten Niggel;

Arthur Autorino, Vice Chair, called the meeting to order at 4:02 PM

Review and Incorporate Feedback from the July 17, 2019 Department Head Meeting to the Draft Strategic Plan

Jenn advised that she is still working on getting the information provided at the meeting included in the draft report. The Committee agreed that the information provided by all of the department heads was very good and they appeared to be fully engaged in the process.

The Committee discussed specific points and how to track metrics as the plan is finalized. They will also need feedback from the Board of Selectmen and then the finalized plan will be shared with the BOS once it is completed.

Prepare for the Presentation to the Board of Selectmen Meeting on August 5, 2019

Do we need to edit the presentation that was given to the Department Heads for the Board of Selectmen? The Committee discussed this and agreed that this initial update to the BOS should be just what we have now and advise them that feedback from the Department Heads will be added to the plan along with their feedback and metrics. However, based on the questions asked by the Department Heads, the Committee agreed to update the presentation to include some of those key points.

Review and Approve Minutes

- Tuesday, July 2, 2019

Mary Shaw made a motion to approve the minutes of July 2, 2019

Joanna Buffington seconded the motion

VOTE: Yes 4, No 0

Other Business

Mary Shaw asked about the reorganization of the Committee. It was agreed to schedule it for the next meeting after the August 5, 2019 presentation to the Board of Selectmen. The Committee also agreed to cancel the Wednesday, September 4, 2019 meeting and to schedule the following meetings - August 22, 2019 and September 23, 2019 at 4PM.

Adjournment

Joanna Buffington made a motion to adjourn at 4:48 PM

Karen Strauss seconded the motion

VOTE: Yes 4, No 0

Respectfully submitted,



Laurie Gillespie-Lee